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AMERICAN FOUNDATION  
FOR THE BLIND INC.

THE

# HARRISON

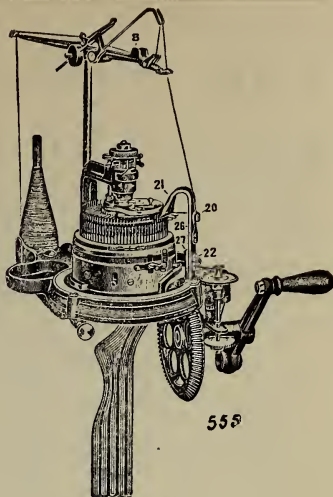
PATENT

## Knitting Machines

are the best for the Blind, being specially constructed for easy manipulation and adjustment by Blind Workers, who successfully use both our Circular and Straight types. ::

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Knitting is an industry which can be successfully worked by the Blind.



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The following are a few opinions concerning our machines :-

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H. STAINSBY, General Supt. and Sec.

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**Mr. Pine, of the Nottingham Institution,** writes:—'It is well known that there is a great dearth of employments for Blind Women, and to the few that there are the manufacture of Hosiery by means of the Knitting Machine comes as a most valuable addition. This form of employment is one that can be eminently well practised at home.'

**Bristol Blind Institution.** 'We have tested your machine, and I am glad to be able to state that I think it is admirably suited for the Blind. Your special construction for this purpose makes it, in my opinion, the most perfect I have seen for the use of the Blind.'

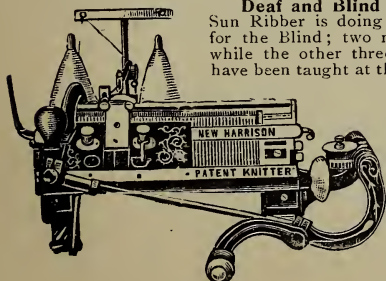
Rev. H. T. G. KINGDON, Supt.

The Rev. H. T. G. Kingdon was the first to appreciate our machine for use for the Blind, and we are indebted to him for the interest he has shown in the perfecting of its suitable construction for blind workers.

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**Miss Lucy Chambers (Blind), of the Nottingham Institution,** writes:—'I can knit a pair of Socks in about twenty to thirty minutes, a pair of Stockings in about forty-five to sixty minutes.'



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Here we have a Typewriting Department and employ six blind typists.

We also make Baskets, Brushes, Brooms, Door-mats, Gymnasium Mats, Hearthrugs, Coal Bags, Cylinder Covers, Garden Matting, Boots, Clogs, every variety of machine and hand knitted woollen goods, and undertake tuning and repairing of pianos, harmoniums, or American Organs.

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Satisfaction guaranteed at reasonable prices.

Orders much appreciated. Last year's sales amounted to over £16,000.

W. H. THURMAN,

*Genl. Supt. and Secretary.*

*March, 1913.*

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Hon. Treasurer and Secretary—Miss Moon, from whom all information can be obtained,  
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**A Simplified Alphabet for the use of the Blind.**

INVENTED BY  
**W. MOON, F.R.S.**

NOTE: THE DOTTED MARKS IN THE LETTERS PRINTED OVER THE ALPHABET FOR THE BLIND, SHOW WHAT PORTIONS OF THE COMMON LETTERS ARE OMITTED, IN ORDER TO GIVE THE CHARACTERS SHAPES & CLARITY TO THE EYE.

A	B	C	D	E	F	G	H	I	J	K	L	M	N
O	P	Q	R	S	T	U	V	W	X	Y	Z	Σ (AND)	TH. THE.

**Classified Alphabet.**

A	B	C	D	E	F	G	H	I	J	K	L	M	N
O	P	Q	R	S	T	U	V	W	X	Y	Z	Σ (AND)	TH. THE.

**Even Numerals.**

2	4	6	8
---	---	---	---

**Odd Numerals.**

1	3	5	7	9
---	---	---	---	---

**Short Full Stop**

·
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**Parenthesis**

( )
-----

**Division of Verses**

--

**ING**

ING
-----

**MENT**

MENT
------

**TION**

TION
------

**NESS**

NESS
------

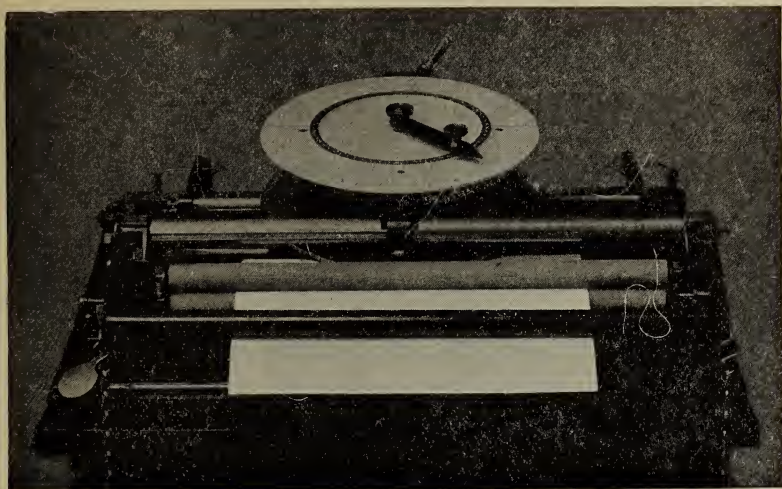
**O**

O
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This Alphabet was adapted by the late Dr. Moon to 400 languages and dialects. Besides the Bible, 721 Volumes can be obtained in English, and 339 Volumes in Foreign languages.



## THE "MOON" TYPEWRITER.



PRICE £6 16s. 6d.; TREADLE, 10s. 6d.

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All information will be given by MISS MOON, Hon. Secretary of The "Moon" Society, 104, Queen's Road, Brighton, to whom enquiries may be made personally, or by letter.

# DR. MOON'S

## WRITING APPARATUS FOR THE BORN BLIND,

TO ENABLE THEM TO

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This Apparatus consists of a Tablet in two sizes, with a Rack and Slide. The writing is done with a lead pencil, and can be easily deciphered by any person possessed of sight. The Rack regulates the space between one letter and another, and the slide has two flaps, which open and shut when required for forming the different parts of each letter. Holes on either side of the Tablet regulate the lines.

Printed instructions are given with each Tablet, and, if carefully followed, no difficulty will be found in the use of the apparatus.

The Smaller Size Tablet is suited to large note-size paper.

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**Prices 6s. 6d. and 4s. 6d.**

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—BIRMINGHAM.

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:: :: many varieties. :: ::

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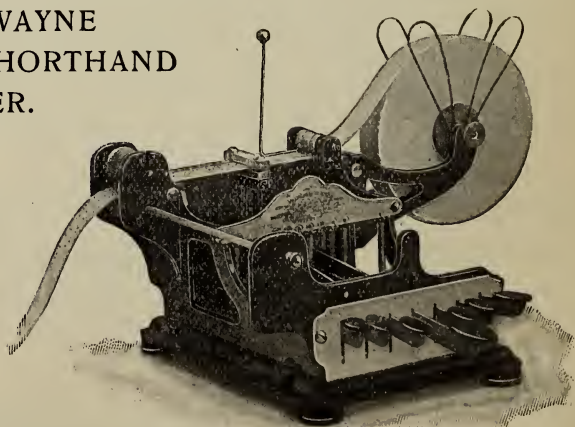
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# Braille Shorthand

BEING A REVISION OF THE

## Birmingham System of Embossed Shorthand.

---

Original System by

MARY E. PEARSON

ADA L. DOWLER

MAURICE J. MYERS

HENRY OLIVER

HENRY STAINSBY

Revised by

H. C. RUSSELL

HERBERT D. BLACK

MAURICE J. MYERS

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**LONDON:**

THE BRITISH AND FOREIGN BLIND ASSOCIATION PRESS,  
Great Portland Street, W.

1913.

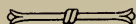




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## PREFACE.



AT the request of The British and Foreign Blind Association the Shorthand Revision Committee undertook the revision of the system, with the object of carrying out the expressed wish of the Council that it should be "brought into line with Grade III." This, however, has proved impracticable to any great extent, owing to the divergent requirements of the two systems, the omission of vowels in shorthand being not only permissible but desirable, thus rendering useless for its purposes the valuable contractions for "de," "se," "es," etc., as employed in Grade III. Nevertheless, the existence of the latter has proved of the utmost value to the Committee, who have in many instances conformed to its principles.

The present revision includes an almost entirely new list of additional contractions, which are styled "Contractions for Groups of Letters," and extensive additions to, and alterations in, the "Word Signs" and "Phrases," and while it is compiled rather for the benefit of those taking up the study of shorthand than for those who already practise it, nevertheless, even the most efficient stenographers may perhaps find in it much they might adopt with advantage. In connection

with the Word List it may be pointed out, as an aid to memory, that the characters preceded by dots 2-4 are, as far as possible, used to represent words containing the letters "ea" in combination, while those preceded by dots 2-4-6 in most instances stand for words containing the letter "l." These facts, together with some changes of very common words from two-celled to one-celled contractions, will account for some alterations that might otherwise be thought aimless.

The system of writing money, fractions, and percentages, after very exhaustive trial and experience in the hands of a large number of students, is strongly recommended to beginners and practised stenographers alike. The suggestions for writing measurements, etc., have proved equally successful for the smaller field of those having to take down Builders' Quantities, etc.

H. C. RUSSELL.

HERBERT D. BLACK.

MAURICE J. MYERS.

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## DIRECTIONS FOR USING THE

**Stainsby-Wayne Braille Shorthand Machine.**


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**P**LACE the detachable arm on the pins provided for it on the right of the machine. Push the wooden spool into the centre of the paper roll and thread the paper into the machine. In doing this, raise the hammer of the bell so that it is nearly vertical. The paper should travel under the small roller on the right hand of the tray; over the tongue which supports the bell; under the die; and finally, between the two rollers on the left of the machine.

The depression of the keys in combination forms the letters. The spacing key (in the centre) should be depressed with either thumb **when the terminal sign of any word is made**, and not **after** such sign has been made. This has the effect of writing the terminal sign and **forming the space** between one word and the next, thus saving 20 per cent. of time. Place the machine on the left side of a table and allow the paper to fall into a large waste paper basket. Do not disturb the paper if you can avoid it; otherwise it will not run back freely when it is re-wound on the spool. Make a point of keeping the fingers on the keys until the work of dictation is finished, unless it is necessary to ascertain what is written, or to satisfy yourself that the paper is travelling properly and falling into the basket.

When the dictation is over roll the paper back on the paper spool again. This is done by depressing the space key and gently pushing to the left the pawl which operates the ratchet wheel on the front of the machine. Gently release

the space key and the pawl will be found to be hooked on a peg, (You need not unhook the pawl when you again begin to write, the depressing of the keys will accomplish this.) Now turn to the feed rolls placed at the left hand back corner. On the newer machines the upper roll can be raised slightly and placed in recesses on the left. Now turn to the right the milled knob on the front of the wooden spool of the paper roll and re-wind the paper on to the spool. When transcribing, the paper can be again drawn into the basket by the milled knob in front of the machine. About three inches of writing will thus be exposed to the touch when the transcription of the notes is made. The bell hammer need not be raised if the user prefers to write without it. (Some users of the machine prefer to detach the paper from the machine before making transcriptions, especially if such transcriptions are short.)

A full spool of paper will last for a long time, but when the taking of Shorthand Notes is very lengthy it is advisable to have two full spools of paper, so that if and when one is exhausted it can be instantly replaced.

All parts of the machine where there is any friction should be lubricated occasionally with thin oil, such as that used for sewing machines or typewriting machines. Keep the machine free from dirt.

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# Braille Shorthand.

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## PHONETIC WRITING AND OUTLINING.

Phonetic writing—*i.e.*, writing according to sound—should be adopted when space can thus be saved, or when a more suggestive outline is thereby produced. It sometimes happens that the omission of a vowel before or after a consonant will change the sound of the latter, and in such cases the consonant should be represented by a letter or sign which indicates this changed sound.

Examples:—

“Rough,” should be outlined “RF”;  
 “Range,” written “RNJ”; and  
 “Ancient,” written “ANSHNT.”

Words should be outlined as follows:—

- (1) By the omission of vowels from any part of a word when a suggestive outline remains.

“Take,” outlined “TK”;  
 “Strike,” “STRK”; and  
 “Relieve,” “RLV.”

- (2) By the omission of all silent letters, whether vowels or consonants.

“Half,” outlined “HF”;  
 “Illustrate,” “LSTRT”; and  
 “Pneumatic,” “NUMTK.”

## GENERAL PUNCTUATION SIGN.

In view of the fact that the punctuation signs are so little used by stenographers in actual practice, they have been made use of for "Terminal" and other signs, dot 3 alone being retained for a "General Punctuation Sign." Where punctuation is specified by the dictator, the recognised Braille signs for the same are to be doubled by the operator. It is obvious that this new use of the punctuation signs has allowed of a valuable extension of the shorthand system.

## UNDERLINING.

A word or words to be underlined should be preceded and followed by the Italic Sign (dot 6) doubled, and without intervening space. If the portion to be underlined has already been written, then its first and last words should be repeated, preceded and followed by the doubled Italic Sign.

## CAPITALS.

A Capital Sign is not ordinarily required for shorthand, but where a particular type is specified, the following rule should be adopted :—

- (a) The regular Capital Sign (dots 2-6) to be doubled to indicate a capital letter.
- (b) Dots 2-4-6 to precede a word or heading in capital letters.
- (c) Dots 2-4-6 doubled to precede a word or heading in spaced capital letters.

*In examples printed to represent Braille, please read the "●" as a dot, and the "•" as representing the unused pit.*

## CONTRACTIONS FOR GROUPS OF LETTERS.

An Initial Sign may follow a syllable which has been fully expressed in one cell at the beginning of a word. Similarly, the letter "s" or a Termination (being fully expressed in one cell) may follow a Final Sign.

	Initial Signs.	Medial Signs.	Final Signs.
⠠	...	...	ny
⠠	...	...	ry
⠠	tr	sion tion	sion tion
⠠	...	ly oi	ly oi
⠠	...	...	ty
⠠	cr	less ness	less ness
⠠	...	ful	ful
⠠	General Punctuation Sign (see page 8).		
⠠	br	br ber bor bour	br ber bor bour
⠠	com con	ct	ct
⠠	pr	...	cy sy cey sey
⠠	des dis	dn tn den ten	dn tn den ten
⠠	em en	...	...
⠠	...	ft	ft
⠠	gr	gr ger gor	gr ger gor
⠠	aw	aw	aw fy
⠠	im in	...	...
⠠	...	tr ter tor ture	tr ter tor ture
⠠	qu	qu	fully

	Initial Signs.	Medial Signs.	Final Signs.
	ex	ex	...
	as es	ance ence	ance ence
	...	nd	nd
	form fort	form fort	form fort
	...	nt	nt
	...	...	ces ses cies sies
	...	ound ount	ound ount
	sp	sp	sp
	...	ment	ment
	ad ed	ad ed	ad ed
	out	ous out	ous out
	...	...	ced sed
	un	ing ng	ing ng
	bl pl	bl pl	bl pl

## LIST OF WORD SIGNS.

*NOTE.*—Where a Braille Character is to be in the lower cells, it is indicated in this printed copy by a small letter.

Thus:— appears as 2-4-6/D; and 2-4-6/d.

It is intended that Word Signs shall also stand for the Derivatives of the words given: *e.g.* “Believe, Belief, Believing”; “Kind, Kindly, Kindness”; but where any derivative of a word, such as “Useless” (derivative of “Use”), would be likely to lead to ambiguity, a letter or Final Sign should be added.

Dots.

- A        A    an, all, again, appear.  
           4/A    among.  
       2-4-6/A   absolute.
- B        B    but, better, bring.  
           4/B    benefit.  
       2-4-6/B   brought.  
           b    be, below, best, begin.  
           4/b    believe, between.  
       2-4-6/b   belong.
- C        C    can, course, coarse, see, sea.  
           4/C    careful, carry, carriage.  
       2-4-6/C   collect, council, counsel.  
           c    contain, consider.  
           4/c    continue, condition.  
       2-4-6/c   conclude, consequence.
- D        D    do, day, difficult, due.  
           4/D    despatch, different.  
       2-4-6/D   deliver, delay.  
           d    distinguish, during, should.  
           4/d    disappoint, distinct.  
       2-4-6/d   describe, decline.
- E        E    ever, every, even, essential.  
           4/E    establish, evening.  
       2-4-6/E   equal.  
           e    any, enclose, enough.  
           4/e    entertain.  
       2-4-6/e   employ.
- F        F    if, from, first.  
           4/F    father, farther, frequent.  
       2-4-6/F   follow.



Dots.

f been, few, finish (standing alone).  
 f (preceding and close to a word)  
     to, too, two.

4/f further.

2-4-6/f efficient.

G       G go, ago, give, good.

4/G generous, given.

2-4-6/G glad, gentlemen.

g were, would, great, where.

4/g advantage, wherever.

2-4-6/g general.

H       H have, he, help.

4/H happen.

2-4-6/H happy.

h his, is, hope.

4/h hesitate.

2-4-6/h hitherto.

I       I eye, high, idea.

4/I import, important.

2-4-6/I improve.

i in, him, instant, interest.

4/i inside, instruct.

2-4-6/i impossible, incline.

J       J judge, just, join.

4/J object, reject.

2-4-6/J subject.

j was, when (standing alone).

j (preceding and close to a word) by,  
     buy.

4/j whenever.

2-4-6/j wonder.

Dots.

- K        K    cannot, keep, kind, knowledge.  
           4/K    correspond.  
           2-4/K    clear.  
           2-4-6/K    knew, known, calculate, capital.
- L        L    like, let, letter, long.  
           4/L    lord, limit.  
           2-4/L    learn, length.  
           2-4-6/L    liberal, liberty.
- M        M    am, may, me, my, more.  
           4/M    mother, manufacture, manner.  
           2-4/M    measure.  
           2-4-6/M    many, material.
- N        N    not, no, know, nothing.  
           4/N    name, neglect.  
           2-4/N    near, negotiate.  
           2-4-6/N    natural, anticipate.
- O        O    on, one, only, owe.  
           4/O    obtain, opportunity.  
           2-4/O    omit.  
           2-4-6/O    over, oblige.
- P        P    put, people, point, proximo.  
           4/P    part, party, particular,  
    participate.  
           2-4/P    please, purpose.  
           2-4-6/P    principal, principle.
- Q        Q    quite, quote, quick.  
           4/Q    question, quantity.  
           2-4/Q    curious.  
           2-4-6/Q    quality, qualify.

Dots.

- R        R    rather, receipt, right, write.  
           4/R   represent, responsible.  
           2-4/R   receive, respect.  
           2-4-6/R   regular, resolution.
- S        S    so, some, say, same, sum.  
           4/S   satisfy.  
           2-4/S   seldom, signify.  
           2-4-6/S   spirit, small, several.
- T        T    that, time, try.  
           4/T   undertake, practical, practice.  
           2-4/T   telegram.  
           2-4-6/T   telephone.
- U        U    use, us, up, until, ultimo.  
           4/U   under, understand.  
           2-4/U   upon, unanimous.  
           2-4-6/U   unto, ultimate, usual.
- V        V    very, various, never, venture.  
           4/V   variety, varied.  
           2-4/V   avoid, average.  
           2-4-6/V   nevertheless, value.
- W        W    we, will, well, whether, weather.  
           4/W   work, wait, weight.  
           2-4/W   word, width.  
           2-4-6/W   world, willing.
- X        X    it, accept, except, expect, next.  
           4/X   experience, expense, extra.  
           2-4/X   extreme, examine.  
           2-4-6/X   excellent, example.
- Y        Y    you, your, yet, why.  
           4/Y   young, yesterday.

Dots.

2-4/Y yield.

2-4-6/Y yourself.

Z Z as, has, size, easy.

4/Z ascertain, inasmuch as.

2-4/Z reason, association.

2-4-6/Z similar, assistance.

⠠⠠

and, hand, advertise.

⠠⠠⠠⠠

appoint, standard.

⠠⠠⠠⠠

appreciate.

⠠⠠⠠⠠

apply, appliance.

⠠⠠

for, favour, form.

⠠⠠⠠⠠

fortune, forward.

⠠⠠⠠⠠

forthcoming.

⠠⠠⠠⠠

formidable.

⠠⠠

of, off, offer, office, often.

⠠⠠⠠⠠

officer, afternoon, afterwards.

⠠⠠⠠⠠

offend.

⠠⠠⠠⠠

official.

⠠⠠

the, therefore, them, they.

⠠⠠⠠⠠

there, definite.

⠠⠠⠠⠠

these.

⠠⠠⠠⠠

their, themselves.

⠠⠠

with, withdraw, amount.

⠠⠠⠠⠠

construct.

⠠⠠⠠⠠

contribute.

⠠⠠⠠⠠

connection.

⠠	much, each, child.
⠠ ⠠	character, change.
⠠ ⠠	charity.
⠠ ⠠	channel, charge.
⠠	might, though, through, ought.
⠠ ⠠	although, special.
⠠ ⠠	especial, specify.
⠠ ⠠	splendid.
⠠	shall, she, sure, such.
⠠ ⠠	sufficient, short.
⠠ ⠠	commercial.
⠠ ⠠	financial.
⠠	this, than, think, thank, then.
⠠ ⠠	thorough.
⠠ ⠠	those.
⠠ ⠠	authority, authorise, author.
⠠	which, while, who.
⠠ ⠠	whichever, whoever.
⠠ ⠠	whose.
⠠ ⠠	wholesale.
⠠	had, add, what.
⠠ ⠠	whatever, educate.
⠠ ⠠	ready, already.
⠠ ⠠	additional.
⠠	her, early, here, hear.
⠠ ⠠	refer, reference, refuse.



⠠⠠⠠⠠	return, result.
⠠⠠⠠⠠	reply, retail.
⠠⠠⠠	out, our, hour, other, otherwise.
⠠⠠⠠	outside.
⠠⠠⠠⠠	ounce, announce.
⠠⠠⠠⠠	ourselves, outstanding.
⠠⠠⠠	how, now, own.
⠠⠠⠠	however, recourse, resource.
⠠⠠⠠⠠	reality, realise, remunerate.
⠠⠠⠠⠠	allow, remind.
⠠⠠⠠	still, saint, street, send, sent, stock.
⠠⠠⠠	substance, substantial, straight.
⠠⠠⠠⠠	substitute, statistics.
⠠⠠⠠⠠	strong, strength, settle.
⠠⠠⠠	are.
⠠⠠⠠	arrange.
⠠⠠⠠⠠	arrear, decrease.
⠠⠠⠠⠠	article, arbitrary.
⠠⠠⠠	or, order, morning.
⠠⠠⠠	notwithstanding, ordinary.
⠠⠠⠠⠠	increasing.
⠠⠠⠠⠠	original.
⠠⠠⠠	able, ability, possible.
⠠⠠⠠⠠	number, numerous.
⠠⠠⠠⠠	innumerable.
⠠⠠⠠⠠	probable.

⠠	at.
⠠ ⠠	come, could, committee.
⠠ ⠠	communicate, accommodate.
⠠ ⠠	accompany.
⠠ ⠠	complain, complete.

---

⠠ ⠠	remittance, admittance,
	circumstance.
⠠ ⠠	evidence, existence.
⠠ ⠠	commission, admission.
⠠ ⠠	attention.
⠠ ⠠	recommendation.
⠠ ⠠	careless.
⠠ ⠠	necessary.
⠠ ⠠	meant, mention.

---

⠠ ⠠	to-day.
⠠ ⠠	together.
⠠ ⠠	to-morrow.
⠠ ⠠	to-night.
⠠ ⠠	towards.

### LIST OF PHRASES.

AA	as soon as possible.
AAA	as early as possible.
AAAA	at the earliest possible moment.

aa (dot 5)	at your earliest.
aaa	at your early convenience.
aaaa	at your very earliest convenience.
BB	I beg to inform you.
bb	I beg to remind you.
CC	at once.
cc (dots 5-6)	without delay.
ccc	with the least possible delay.
DD	in due course.
dd	in the ordinary course.
EE	enclosed please find.
ee	I beg to enclose.
eee	I have much pleasure in enclosing.
FF	I am in receipt of your.
FFC	I am in receipt of your

communication.

(The "F" phrase sign may be used in conjunction with the following : "E" enclosure, "e" enquiry, "F" favour, "L" letter, "P" postcard, "T" telegram, "TM" telephone message, "W" wire. "I have to acknowledge receipt of your" may be used in conjunction with the above words by substituting lower "f's" for upper "F's".)

GG	I regret to inform you.
gg	I regret to say.
HH	I have pleasure.
HHH	I have much pleasure.
HHHH	I have very much pleasure.
hh	I shall have pleasure.
hhh	I shall have much pleasure.
hhhh	I shall have very much pleasure.

II	it is necessary.
III	it is very necessary.
IIII	it is absolutely necessary.
ii	it will be necessary.
iii	it will be very necessary.
iiii	it will be absolutely necessary.
JJ	I feel obliged.
JJJ	I feel much obliged.
JJJJ	I feel very much obliged.
jj	I shall feel obliged.
jjj	I shall feel much obliged.
jjjj	I shall feel very much obliged.
KK	I beg to acknowledge.
KKK	I beg to gratefully acknowledge.
LL	let me have.
MM	in the meantime.
NN	let me know.
OO	on receipt of your.
OOO	immediately upon receipt of your.
	(The same words may be used here as in the "F" phrase signs.)
PP	by return of post.
PPP	by return of post without fail.
QQ	as quickly as possible.
QQQ	at the earliest opportunity.
QQQQ	at the earliest possible opportunity.
RR	I must request you.
SS	at the same time.
TT	at the present time.
UU	you are requested.
VV	on behalf of.
WW	will you kindly.

XX	please accept my thanks.
XXX	please accept my best thanks.
XXXX	please accept my very best thanks.
YY	in reply to your.
	(The same words may be used here as in the "F" phrase signs).
ZZ	as well as.

---

	⠠⠠⠠⠠	under same cover.
	⠠⠠⠠⠠⠠⠠	(used to denote end of paragraph).
	⠠⠠⠠⠠⠠⠠	under separate cover.
	⠠⠠⠠⠠⠠⠠	it is possible.
	⠠⠠⠠⠠⠠⠠⠠⠠	it is just possible.
⠠⠠⠠⠠⠠⠠⠠⠠		it is quite possible.

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	⠠⠠⠠⠠	I am directed.
	⠠⠠⠠⠠⠠⠠	I was directed.
	⠠⠠⠠⠠⠠⠠	I have been directed.
	⠠⠠⠠⠠⠠⠠	I am disappointed.
	⠠⠠⠠⠠⠠⠠⠠⠠	I am very disappointed.
⠠⠠⠠⠠⠠⠠		I am much disappointed.
	⠠⠠⠠⠠⠠⠠⠠⠠⠠⠠	I am very much disappointed.
⠠⠠⠠⠠⠠⠠		I am greatly disappointed.
	⠠⠠⠠⠠⠠⠠⠠⠠	I am exceedingly disappointed.

⠠⠠⠠⠠⠠⠠	I am extremely
	disappointed.
⠠⠠⠠⠠⠠⠠	I was disappointed.
⠠⠠⠠⠠⠠⠠	I was very disappointed.
⠠⠠⠠⠠⠠⠠	I was much disappointed.
⠠⠠⠠⠠⠠⠠	I was very much
	disappointed.
⠠⠠⠠⠠⠠⠠	I was greatly
	disappointed.
⠠⠠⠠⠠⠠⠠	I was exceedingly
	disappointed.
⠠⠠⠠⠠⠠⠠	I was extremely
	disappointed.
⠠⠠⠠⠠⠠⠠	I have been
	disappointed.
⠠⠠⠠⠠⠠⠠	I shall be disappointed.
⠠⠠⠠⠠⠠⠠	I should be disappointed.

NOTE.—Some or all of the above Phrase Signs may be used in a similar manner in conjunction with the following: “G” glad, “g” grateful, “H” happy, “h” delighted, “I” informed, “i” instructed, “O” obliged, “P” pleased, “R” requested, “S” sorry, “W” willing.

For the customary “Salutations” and “Concluding” Phrases, the initial letters only of the words employed are to be written; an exception to this rule may be the inclusion of “Z” for “I am.”

Examples :—

DS	Dear Sir.
DM	Dear Madam.
YF	Yours faithfully.
YS	Yours sincerely.
YT	Yours truly.
ZDS	I am, dear Sir.

The following Fractions should be written in one cell, thus :—

$\begin{smallmatrix} \bullet \bullet \\ \bullet \bullet \end{smallmatrix}$ for $\frac{1}{4}$	$\begin{smallmatrix} \bullet \bullet \\ \bullet \bullet \end{smallmatrix}$ for $\frac{1}{8}$
$\begin{smallmatrix} \bullet \bullet \\ \bullet \bullet \end{smallmatrix}$ for $\frac{1}{2}$	$\begin{smallmatrix} \bullet \bullet \\ \bullet \bullet \end{smallmatrix}$ for $\frac{3}{8}$
$\begin{smallmatrix} \bullet \bullet \\ \bullet \bullet \end{smallmatrix}$ for $\frac{3}{4}$	$\begin{smallmatrix} \bullet \bullet \\ \bullet \bullet \end{smallmatrix}$ for $\frac{5}{8}$
	$\begin{smallmatrix} \bullet \bullet \\ \bullet \bullet \end{smallmatrix}$ for $\frac{7}{8}$

It will be noticed that the quarters consist of back dots and the eighths of front dots.

The Per Cent. Sign (K) should be written in the same cell as any of these fractions, dots 2-6 being added to any quarter and dots 1-5 to any eighth, *e.g.*,



$\begin{smallmatrix} \bullet \bullet \\ \bullet \bullet \end{smallmatrix}$ $\begin{smallmatrix} \bullet \bullet \\ \bullet \bullet \end{smallmatrix}$ $\begin{smallmatrix} \bullet \bullet \\ \bullet \bullet \end{smallmatrix}$ for $4\frac{1}{4}$	$\begin{smallmatrix} \bullet \bullet \\ \bullet \bullet \end{smallmatrix}$ $\begin{smallmatrix} \bullet \bullet \\ \bullet \bullet \end{smallmatrix}$ $\begin{smallmatrix} \bullet \bullet \\ \bullet \bullet \end{smallmatrix}$ for $4\frac{1}{4}\%$
$\begin{smallmatrix} \bullet \bullet \\ \bullet \bullet \end{smallmatrix}$ $\begin{smallmatrix} \bullet \bullet \\ \bullet \bullet \end{smallmatrix}$ $\begin{smallmatrix} \bullet \bullet \\ \bullet \bullet \end{smallmatrix}$ for $2\frac{3}{4}$	$\begin{smallmatrix} \bullet \bullet \\ \bullet \bullet \end{smallmatrix}$ $\begin{smallmatrix} \bullet \bullet \\ \bullet \bullet \end{smallmatrix}$ $\begin{smallmatrix} \bullet \bullet \\ \bullet \bullet \end{smallmatrix}$ for $2\frac{3}{4}\%$
$\begin{smallmatrix} \bullet \bullet \\ \bullet \bullet \end{smallmatrix}$ $\begin{smallmatrix} \bullet \bullet \\ \bullet \bullet \end{smallmatrix}$ $\begin{smallmatrix} \bullet \bullet \\ \bullet \bullet \end{smallmatrix}$ for $2\frac{7}{8}$	$\begin{smallmatrix} \bullet \bullet \\ \bullet \bullet \end{smallmatrix}$ $\begin{smallmatrix} \bullet \bullet \\ \bullet \bullet \end{smallmatrix}$ $\begin{smallmatrix} \bullet \bullet \\ \bullet \bullet \end{smallmatrix}$ for $2\frac{7}{8}\%$

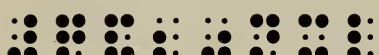

Students who may have to deal with Builders' Quantities, Specifications, etc., are advised to write the measurements (feet and inches) in the manner described below :—

Whereas in sighted print a single stroke, similar to the "apostrophe" on most typewriters, following a figure, defines that figure as feet, for the purposes of shorthand dot 5 should be added to the figure in the same cell. As two strokes following a figure define it as inches, dots 5 and 6 should be added in the same cell. Operators are advised to think of their third finger on the left hand as the "feet" finger, the third finger on each hand, when used together, being thought of as "inches" fingers. The mind can thus practically be kept on the writing of the figures only. Beginners are advised to first put down the keys representing the figures, and while keeping them down, add on the "feet"




or "inches" dots as the case may be. The defining dot (such as dot 5 in the case of feet) must in every case be added to the unit only, which method allows of a fraction following in the manner before described. The sign for "by" may be inserted between two measurements without intervening space, *e.g.*,

 16 feet 7 inches  
 by 2 feet 10 inches.

 7 feet 6½ inches  
 by 4 feet 3¾ inches.

English money should be expressed by writing the pounds in the upper, the shillings in the lower, and the pence again in the upper holes, without intervening space and without a numeral sign, where ambiguity would not result, *e.g.*,

 for £60/17/11.

 for 11/10.

The usual sign for "Minus" (dots 5-6) can be used, but to avoid confusion with fractions, dots 1-2-5-6 should be substituted for dots 3-5 to represent "Plus."

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# ALPHABETICAL LIST.

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ability	...	...	...	...	⠠⠠⠠⠠⠠⠠	
able	...	...	...	...		⠠⠠⠠
absolute	...	...	...		⠠⠠⠠⠠⠠	⠠⠠
accept	...	...	...	...		⠠⠠⠠
accommodate		...	...		⠠⠠⠠⠠⠠	
accompany	...	...	...			⠠⠠⠠⠠
add	...	...	...	...	⠠⠠⠠	
additional	...	...	...			⠠⠠⠠⠠⠠
admission	...	...	...		⠠⠠⠠⠠⠠	
admittance	...	...	...			⠠⠠⠠⠠
advantage	...	...	...		⠠⠠⠠⠠⠠	
advertise	...	...	...			⠠⠠⠠
afternoon	...	...	...		⠠⠠⠠⠠⠠	
afterwards	...	...	...			⠠⠠⠠⠠⠠
again	...	...	...	...	⠠⠠⠠	
ago	...	...	...	...		⠠⠠⠠
all	...	...	...	...	⠠⠠⠠	
allow	...	...	...	...		⠠⠠⠠⠠⠠
already	...	...	...	...	⠠⠠⠠⠠⠠	
although	...	...	...			⠠⠠⠠⠠⠠
am	...	...	...	...	⠠⠠⠠	
among	...	...	...	...		⠠⠠⠠⠠
amount	...	...	...	...	⠠⠠⠠⠠⠠	
an	...	...	...	...		⠠⠠⠠

and	...	...	...	...	⠠⠠⠠⠠	⠠⠠
announce	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠⠠
anticipate	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠⠠
any	...	...	...	...	⠠⠠⠠⠠	⠠⠠
appear	...	...	...	...	⠠⠠⠠⠠	⠠⠠
appliance	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠⠠
apply	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠⠠
appoint	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠⠠
appreciate	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠⠠
arbitrary	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠⠠
are	...	...	...	...	⠠⠠⠠⠠	⠠⠠
arrange	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠⠠
arrear	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠⠠
article	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠⠠
as	...	...	...	...	⠠⠠⠠⠠	⠠⠠
ascertain	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠⠠
assistance	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠⠠
association	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠⠠
at	...	...	...	...	⠠⠠⠠⠠	⠠⠠
attention	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠⠠
author	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠⠠
authorise	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠⠠
authority	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠⠠
average	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠⠠
avoid	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠⠠
be	...	...	...	...	⠠⠠⠠⠠	⠠⠠
been	...	...	...	...	⠠⠠⠠⠠	⠠⠠

begin	...	...	...	...			⠠⠠⠠
believe	...	...	...	...	⠠⠠	⠠⠠	
belong	...	...	...	...			⠠⠠ ⠠⠠
below	...	...	...	...		⠠⠠	
benefit		...	...	...			⠠⠠ ⠠⠠
best	...	...	...	...		⠠⠠	
better	...	...	...	...			⠠⠠
between		...	...	...	⠠⠠	⠠⠠	
bring	...	...	...	...			⠠⠠
brought		...	...	...	⠠⠠	⠠⠠	
but	...	...	...	...			⠠⠠
buy	...	...	...	...		⠠⠠	
by	...	...	...	...			⠠⠠
calculate		...	...	...	⠠⠠	⠠⠠	
can	...	...	...	...			⠠⠠
cannot	...	...	...	...		⠠⠠	
capital	...	...	...	...			⠠⠠ ⠠⠠
careful	...	...	...	...	⠠⠠	⠠⠠	
careless		...	...	...			⠠⠠ ⠠⠠
carriage		...	...	...	⠠⠠	⠠⠠	
carry	...	...	...	...			⠠⠠ ⠠⠠
change	...	...	...	...	⠠⠠	⠠⠠	
channel		...	...	...			⠠⠠ ⠠⠠
character	...	...	...	...	⠠⠠	⠠⠠	
charge	...	...	...	...			⠠⠠ ⠠⠠
charity	...	...	...	...	⠠⠠	⠠⠠	
child	...	...	...	...			⠠⠠

circumstance	...	...	...	...	⠠⠠⠠⠠	⠠⠠	
clear	...	...	...	...		⠠⠠	⠠⠠
coarse	...	...	...	...		⠠⠠	
collect	...	...	...	...		⠠⠠	⠠⠠
come	...	...	...	...		⠠⠠	
commercial	...	...	...	...		⠠⠠	⠠⠠
commission	...	...	...	...	⠠⠠	⠠⠠	
committee	...	...	...	...			⠠⠠
communicate	...	...	...	...	⠠⠠	⠠⠠	
complain	...	...	...	...		⠠⠠	⠠⠠
complete	...	...	...	...	⠠⠠	⠠⠠	
conclude	...	...	...	...		⠠⠠	⠠⠠
condition	...	...	...	...	⠠⠠	⠠⠠	
connection	...	...	...	...		⠠⠠	⠠⠠
consequence	...	...	...	...	⠠⠠	⠠⠠	
consider	...	...	...	...			⠠⠠
construct	...	...	...	...	⠠⠠	⠠⠠	
contain	...	...	...	...			⠠⠠
continue	...	...	...	...	⠠⠠	⠠⠠	
contribute	...	...	...	...		⠠⠠	⠠⠠
correspond	...	...	...	...	⠠⠠	⠠⠠	
could	...	...	...	...			⠠⠠
council	...	...	...	...	⠠⠠	⠠⠠	
counsel	...	...	...	...		⠠⠠	⠠⠠
course	...	...	...	...		⠠⠠	
curious	...	...	...	...		⠠⠠	⠠⠠
day	...	...	...	...	⠠⠠		

decline	...	...	...				⠠⠠⠠⠠
decrease	...	...	...	⠠⠠	⠠⠠		
definite	...	...	...			⠠⠠	⠠⠠
delay ...	...	...	...	⠠⠠	⠠⠠		
deliver	...	...	...			⠠⠠	⠠⠠
describe	...	...	...	⠠⠠	⠠⠠		
despatch	...	...	...			⠠⠠	⠠⠠
different	...	...	...	⠠⠠	⠠⠠		
difficult	...	...	...				⠠⠠
disappoint	...	...	...	⠠⠠	⠠⠠		
distinct	...	...	...			⠠⠠	⠠⠠
distinguish	...	...	...		⠠⠠		
do ...	...	...	...				⠠⠠
due ...	...	...	...		⠠⠠		
during	...	...	...				⠠⠠
each ...	...	...	...		⠠⠠		
early ...	...	...	...				⠠⠠
easy ...	...	...	...		⠠⠠		
educate	...	...	...			⠠⠠	⠠⠠
efficient	...	...	...	⠠⠠	⠠⠠		
employ	...	...	...			⠠⠠	⠠⠠
enclose ...	...	...	...		⠠⠠		
enough	...	...	...				⠠⠠
entertain	...	...	...	⠠⠠	⠠⠠		
equal ...	...	...	...			⠠⠠	⠠⠠
especial	...	...	...	⠠⠠	⠠⠠		
essential	...	...	...				⠠⠠

establish	...	...	...	...	⠠⠠⠠⠠⠠⠠	⠠⠠⠠⠠	
even	...	...	...	...			⠠⠠⠠⠠
evening	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠⠠	
ever	...	...	...	...			⠠⠠⠠⠠
every	...	...	...	...		⠠⠠⠠⠠	
evidence	...	...	...	...		⠠⠠⠠⠠	⠠⠠⠠⠠
examine	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠⠠	
example	...	...	...	...		⠠⠠⠠⠠	⠠⠠⠠⠠
excellent	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠⠠	
except	...	...	...	...			⠠⠠⠠⠠
existence	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠⠠	
expect	...	...	...	...			⠠⠠⠠⠠
expense	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠⠠	
experience	...	...	...	...		⠠⠠⠠⠠	⠠⠠⠠⠠
extra	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠⠠	
extreme	...	...	...	...		⠠⠠⠠⠠	⠠⠠⠠⠠
eye	...	...	...	...		⠠⠠⠠⠠	
farther	...	...	...	...		⠠⠠⠠⠠	⠠⠠⠠⠠
father	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠⠠	
favour	...	...	...	...			⠠⠠⠠⠠
few	...	...	...	...		⠠⠠⠠⠠	
financial	...	...	...	...		⠠⠠⠠⠠	⠠⠠⠠⠠
finish	...	...	...	...		⠠⠠⠠⠠	
first	...	...	...	...			⠠⠠⠠⠠
follow	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠⠠	
for	...	...	...	...			⠠⠠⠠⠠
form	...	...	...	...		⠠⠠⠠⠠	





hesitate ...	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠	
high	...	...	...	...			⠠⠠⠠
him	...	...	...	...	⠠⠠		
his	...	...	...	...			⠠⠠⠠
hitherto	...	...	...	...	⠠⠠		
hope	...	...	...	...			⠠⠠⠠
hour	...	...	...	...	⠠⠠		
how	...	...	...	...			⠠⠠⠠
however	...	...	...	...	⠠⠠	⠠⠠	
idea	...	...	...	...			⠠⠠⠠
if	...	...	...	...	⠠⠠		
import	...	...	...	...			⠠⠠⠠
important	...	...	...	...	⠠⠠	⠠⠠	
impossible	...	...	...	...			⠠⠠⠠
improve	...	...	...	...	⠠⠠	⠠⠠	
in	...	...	...	...			⠠⠠⠠
inasmuch as	...	...	...	...	⠠⠠	⠠⠠	
incline	...	...	...	...			⠠⠠⠠
increasing	...	...	...	...	⠠⠠	⠠⠠	
innumerable	...	...	...	...			⠠⠠⠠
inside	...	...	...	...	⠠⠠	⠠⠠	
instant	...	...	...	...			⠠⠠⠠
instruct	...	...	...	...	⠠⠠	⠠⠠	
interest	...	...	...	...			⠠⠠⠠
is	...	...	...	...	⠠⠠		
it	...	...	...	...			⠠⠠⠠
join	...	...	...	...	⠠⠠		

judge	...	...	...	...					⠠⠵⠗⠗⠑
just	...	...	...	...					⠠⠵⠗⠗
keep	...	...	...	...					⠠⠵⠑⠑
kind	...	...	...	...					⠠⠵⠏⠗
knew	...	...	...	...					⠠⠵⠏⠗
know	...	...	...	...					⠠⠵⠏⠗
knowledge	...	...	...	...					⠠⠵⠏⠗⠑
known	...	...	...	...					⠠⠵⠏⠗
learn	...	...	...	...					⠠⠵⠑⠗
length	...	...	...	...					⠠⠵⠑⠗
let	...	...	...	...					⠠⠵⠑
letter	...	...	...	...					⠠⠵⠑⠑
liberal	...	...	...	...					⠠⠵⠑⠑
liberty	...	...	...	...					⠠⠵⠑⠑
like	...	...	...	...					⠠⠵⠑
limit	...	...	...	...					⠠⠵⠑
long	...	...	...	...					⠠⠵⠑
lord	...	...	...	...					⠠⠵⠑
manner	...	...	...	...					⠠⠵⠑
manufacture	...	...	...	...					⠠⠵⠑
many	...	...	...	...					⠠⠵⠑
material	...	...	...	...					⠠⠵⠑
may	...	...	...	...					⠠⠵⠑
me	...	...	...	...					⠠⠵
meant	...	...	...	...					⠠⠵
measure	...	...	...	...					⠠⠵
mention	...	...	...	...					⠠⠵

might	...	...	...	...	⠠⠠⠠⠠	
more	...	...	...	...		⠠⠠
morning	...	...	...		⠠⠠	
mother	...	...	...		⠠⠠	⠠⠠
much	...	...	...	...	⠠⠠	
my	...	...	...	...		⠠⠠
name	...	...	...	...	⠠⠠	⠠⠠
natural	...	...	...			⠠⠠
near	...	...	...	...	⠠⠠	⠠⠠
necessary	...	...	...			⠠⠠
neglect	...	...	...	...	⠠⠠	⠠⠠
negotiate	...	...	...			⠠⠠
never	...	...	...	...	⠠⠠	
nevertheless	...	...	...			⠠⠠
next	...	...	...	...	⠠⠠	
no	...	...	...	...		⠠⠠
not	...	...	...	...	⠠⠠	
nothing	...	...	...			⠠⠠
notwithstanding	...	...			⠠⠠	
now	...	...	...	...		⠠⠠
number	...	...	...		⠠⠠	
numerous	...	...	...			⠠⠠
object	...	...	...	...	⠠⠠	⠠⠠
oblige	...	...	...	...		⠠⠠
obtain	...	...	...	...	⠠⠠	⠠⠠
of	...	...	...	...		⠠⠠
off	...	...	...	...	⠠⠠	

offend	...	...	...	...	...	⠠⠠⠠⠠⠠⠠	⠠⠠⠠⠠
offer	...	...	...	...	...	⠠⠠⠠	
office	...	...	...	...	...		⠠⠠⠠⠠
officer	...	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠⠠
official		...	...	...	...		⠠⠠⠠⠠
often	...	...	...	...	...	⠠⠠⠠	
omit	...	...	...	...	...		⠠⠠⠠⠠
on	...	...	...	...	...	⠠⠠⠠	
one	...	...	...	...	...		⠠⠠⠠
only	...	...	...	...	...	⠠⠠⠠	
opportunity	...	...	...	...	...		⠠⠠⠠⠠
or	...	...	...	...	...	⠠⠠⠠	
order	...	...	...	...	...		⠠⠠⠠⠠
ordinary	...	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠⠠
original		...	...	...	...		⠠⠠⠠⠠
other	...	...	...	...	...	⠠⠠⠠	
otherwise		...	...	...	...		⠠⠠⠠⠠
ought	...	...	...	...	...	⠠⠠⠠	
ounce	...	...	...	...	...		⠠⠠⠠⠠
our	...	...	...	...	...	⠠⠠⠠	
ourselves		...	...	...	...		⠠⠠⠠⠠
out	...	...	...	...	...	⠠⠠⠠	
outside		...	...	...	...		⠠⠠⠠⠠
outstanding	...	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠⠠
over	...	...	...	...	...		⠠⠠⠠⠠
owe	...	...	...	...	...	⠠⠠⠠	
own	...	...	...	...	...		⠠⠠⠠⠠

part	...	...	...	...	⠠⠏⠠⠗⠞	⠠⠏⠠⠗⠞	
participate	...	...	...	...	⠠⠏⠠⠗⠞⠊⠑⠁⠞⠞⠊⠑	⠠⠏⠠⠗⠞	⠠⠏⠠⠗⠞
particular	...	...	...	...	⠠⠏⠠⠗⠞⠊⠑⠁⠞⠞⠊⠑	⠠⠏⠠⠗⠞	⠠⠏⠠⠗⠞
party	...	...	...	...	⠠⠏⠠⠗⠞⠊⠑	⠠⠏⠠⠗⠞	⠠⠏⠠⠗⠞
people	...	...	...	...	⠠⠏⠠⠑⠑⠇⠑	⠠⠏⠠⠑⠑⠇⠑	
please	...	...	...	...	⠠⠏⠠⠑⠑⠁⠑	⠠⠏⠠⠑⠑⠁⠑	⠠⠏⠠⠑⠑⠁⠑
point	...	...	...	...	⠠⠏⠠⠊⠑⠝⠞	⠠⠏⠠⠊⠑⠝⠞	
possible	...	...	...	...	⠠⠏⠠⠑⠑⠁⠑⠁⠑	⠠⠏⠠⠑⠑⠁⠑	⠠⠏⠠⠑⠑⠁⠑
practical	...	...	...	...	⠠⠏⠠⠗⠠⠗⠁⠑⠞⠊⠑	⠠⠏⠠⠗⠠⠗⠁⠑⠞⠊⠑	
practice	...	...	...	...	⠠⠏⠠⠗⠠⠗⠁⠑⠞⠊⠑	⠠⠏⠠⠗⠠⠗⠁⠑⠞⠊⠑	⠠⠏⠠⠗⠠⠗⠁⠑⠞⠊⠑
principal	...	...	...	...	⠠⠏⠠⠗⠠⠑⠑⠊⠑	⠠⠏⠠⠗⠠⠑⠑⠊⠑	
principle	...	...	...	...	⠠⠏⠠⠗⠠⠑⠑⠊⠑	⠠⠏⠠⠗⠠⠑⠑⠊⠑	⠠⠏⠠⠗⠠⠑⠑⠊⠑
probable	...	...	...	...	⠠⠏⠠⠗⠠⠑⠑⠁⠑	⠠⠏⠠⠗⠠⠑⠑⠁⠑	
proximo	...	...	...	...	⠠⠏⠠⠗⠠⠑⠑⠊⠑	⠠⠏⠠⠗⠠⠑⠑⠊⠑	⠠⠏⠠⠗⠠⠑⠑⠊⠑
purpose	...	...	...	...	⠠⠏⠠⠗⠠⠑⠑⠊⠑	⠠⠏⠠⠗⠠⠑⠑⠊⠑	
put	...	...	...	...	⠠⠏⠠⠗⠠⠑⠑⠊⠑	⠠⠏⠠⠗⠠⠑⠑⠊⠑	⠠⠏⠠⠗⠠⠑⠑⠊⠑
qualify	...	...	...	...	⠠⠏⠠⠗⠠⠑⠑⠊⠑	⠠⠏⠠⠗⠠⠑⠑⠊⠑	
quality	...	...	...	...	⠠⠏⠠⠗⠠⠑⠑⠊⠑	⠠⠏⠠⠗⠠⠑⠑⠊⠑	⠠⠏⠠⠗⠠⠑⠑⠊⠑
quantity	...	...	...	...	⠠⠏⠠⠗⠠⠑⠑⠊⠑	⠠⠏⠠⠗⠠⠑⠑⠊⠑	
question	...	...	...	...	⠠⠏⠠⠗⠠⠑⠑⠊⠑	⠠⠏⠠⠗⠠⠑⠑⠊⠑	⠠⠏⠠⠗⠠⠑⠑⠊⠑
quick	...	...	...	...	⠠⠏⠠⠗⠠⠑⠑⠊⠑	⠠⠏⠠⠗⠠⠑⠑⠊⠑	
quite	...	...	...	...	⠠⠏⠠⠗⠠⠑⠑⠊⠑	⠠⠏⠠⠗⠠⠑⠑⠊⠑	⠠⠏⠠⠗⠠⠑⠑⠊⠑
quote	...	...	...	...	⠠⠏⠠⠗⠠⠑⠑⠊⠑	⠠⠏⠠⠗⠠⠑⠑⠊⠑	
rather	...	...	...	...	⠠⠏⠠⠗⠠⠑⠑⠊⠑	⠠⠏⠠⠗⠠⠑⠑⠊⠑	⠠⠏⠠⠗⠠⠑⠑⠊⠑
ready	...	...	...	...	⠠⠏⠠⠗⠠⠑⠑⠊⠑	⠠⠏⠠⠗⠠⠑⠑⠊⠑	
realise	...	...	...	...	⠠⠏⠠⠗⠠⠑⠑⠊⠑	⠠⠏⠠⠗⠠⠑⠑⠊⠑	⠠⠏⠠⠗⠠⠑⠑⠊⠑
reality	...	...	...	...	⠠⠏⠠⠗⠠⠑⠑⠊⠑	⠠⠏⠠⠗⠠⠑⠑⠊⠑	

reason	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠	
receipt	...	...	...	...			⠠⠠⠠
receive	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠	
recommendation	...	...	...	...			⠠⠠⠠⠠
recourse	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠	
refer	...	...	...	...			⠠⠠⠠⠠
reference	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠	
refuse	...	...	...	...			⠠⠠⠠⠠
regular	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠	
reject	...	...	...	...			⠠⠠⠠⠠
remind	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠	
remittance	...	...	...	...			⠠⠠⠠⠠
remunerate	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠	
reply	...	...	...	...			⠠⠠⠠⠠
represent	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠	
resolution	...	...	...	...			⠠⠠⠠⠠
resource	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠	
respect	...	...	...	...			⠠⠠⠠⠠
responsible	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠	
result	...	...	...	...			⠠⠠⠠⠠
retail	...	...	...	...	⠠⠠⠠⠠	⠠⠠⠠	
return	...	...	...	...			⠠⠠⠠⠠
right	...	...	...	...	⠠⠠⠠		
saint	...	...	...	...			⠠⠠⠠
same	...	...	...	...	⠠⠠⠠		
satisfy	...	...	...	...			⠠⠠⠠⠠
say	...	...	...	...	⠠⠠⠠		



sea	...	...	...	...	...	...	...
see	...	...	...	...	...	...	...
seldom	...	...	...	...	...	...	...
send	...	...	...	...	...	...	...
sent	...	...	...	...	...	...	...
settle	...	...	...	...	...	...	...
several	...	...	...	...	...	...	...
shall	...	...	...	...	...	...	...
she	...	...	...	...	...	...	...
short	...	...	...	...	...	...	...
should	...	...	...	...	...	...	...
signify	...	...	...	...	...	...	...
similar	...	...	...	...	...	...	...
size	...	...	...	...	...	...	...
small	...	...	...	...	...	...	...
so	...	...	...	...	...	...	...
some	...	...	...	...	...	...	...
special	...	...	...	...	...	...	...
specify	...	...	...	...	...	...	...
spirit	...	...	...	...	...	...	...
splendid	...	...	...	...	...	...	...
standard	...	...	...	...	...	...	...
statistics	...	...	...	...	...	...	...
still	...	...	...	...	...	...	...
stock	...	...	...	...	...	...	...
straight	...	...	...	...	...	...	...
street	...	...	...	...	...	...	...

strength	...	...	...	...	⠠⠠⠠⠠⠠⠠	⠠⠠	
strong	...	...	...	...		⠠⠠⠠⠠	⠠⠠
subject	...	...	...	...	⠠⠠⠠⠠	⠠⠠	
substance	...	...	...	...		⠠⠠⠠⠠	⠠⠠
substantial	...	...	...	...	⠠⠠⠠⠠	⠠⠠	
substitute	...	...	...	...		⠠⠠⠠⠠	⠠⠠
such	...	...	...	...	⠠⠠	⠠⠠	
sufficient	...	...	...	...		⠠⠠⠠⠠	⠠⠠
sum	...	...	...	...	⠠⠠	⠠⠠	
sure	...	...	...	...			⠠⠠⠠⠠
telegram	...	...	...	...	⠠⠠⠠⠠	⠠⠠	
telephone	...	...	...	...		⠠⠠⠠⠠	⠠⠠⠠⠠
than	...	...	...	...	⠠⠠	⠠⠠	
thank	...	...	...	...			⠠⠠⠠⠠
that	...	...	...	...	⠠⠠	⠠⠠	
the	...	...	...	...			⠠⠠⠠⠠
their	...	...	...	...	⠠⠠⠠⠠	⠠⠠	
them	...	...	...	...			⠠⠠⠠⠠
themselves	...	...	...	...	⠠⠠⠠⠠	⠠⠠	
then	...	...	...	...			⠠⠠⠠⠠
there	...	...	...	...	⠠⠠⠠⠠	⠠⠠	
therefore	...	...	...	...			⠠⠠⠠⠠
these	...	...	...	...	⠠⠠⠠⠠	⠠⠠	
they	...	...	...	...			⠠⠠⠠⠠
think	...	...	...	...	⠠⠠	⠠⠠	
this	...	...	...	...			⠠⠠⠠⠠
thorough	...	...	...	...	⠠⠠⠠⠠	⠠⠠	

those	...	...	...	...	⠠⠎⠞⠊⠑⠍⠑	⠠⠎⠞⠊⠑⠍⠑	
though	...	...	...	...			⠠⠎⠞⠊⠑⠍⠑
through	...	...	...	...	⠠⠎⠞⠊⠑⠍⠑		
time	...	...	...	...			⠠⠎⠞⠊⠑⠍⠑
to	...	...	...	...	⠠⠎⠞⠊⠑⠍⠑		
to-day	...	...	...	...		⠠⠎⠞⠊⠑⠍⠑	⠠⠎⠞⠊⠑⠍⠑
together	...	...	...	...	⠠⠎⠞⠊⠑⠍⠑	⠠⠎⠞⠊⠑⠍⠑	
to-morrow	...	...	...	...			⠠⠎⠞⠊⠑⠍⠑
to-night	...	...	...	...	⠠⠎⠞⠊⠑⠍⠑	⠠⠎⠞⠊⠑⠍⠑	
too	...	...	...	...			⠠⠎⠞⠊⠑⠍⠑
towards	...	...	...	...	⠠⠎⠞⠊⠑⠍⠑	⠠⠎⠞⠊⠑⠍⠑	
try	...	...	...	...			⠠⠎⠞⠊⠑⠍⠑
two	...	...	...	...	⠠⠎⠞⠊⠑⠍⠑		
ultimate	...	...	...	...			⠠⠎⠞⠊⠑⠍⠑
ultimo	...	...	...	...	⠠⠎⠞⠊⠑⠍⠑		
unanimous	...	...	...	...			⠠⠎⠞⠊⠑⠍⠑
under	...	...	...	...	⠠⠎⠞⠊⠑⠍⠑	⠠⠎⠞⠊⠑⠍⠑	
understand	...	...	...	...			⠠⠎⠞⠊⠑⠍⠑
undertake	...	...	...	...	⠠⠎⠞⠊⠑⠍⠑	⠠⠎⠞⠊⠑⠍⠑	
until	...	...	...	...			⠠⠎⠞⠊⠑⠍⠑
unto	...	...	...	...	⠠⠎⠞⠊⠑⠍⠑	⠠⠎⠞⠊⠑⠍⠑	
up	...	...	...	...			⠠⠎⠞⠊⠑⠍⠑
upon	...	...	...	...	⠠⠎⠞⠊⠑⠍⠑	⠠⠎⠞⠊⠑⠍⠑	
us	...	...	...	...			⠠⠎⠞⠊⠑⠍⠑
use	...	...	...	...	⠠⠎⠞⠊⠑⠍⠑		
usual	...	...	...	...			⠠⠎⠞⠊⠑⠍⠑
value	...	...	...	...	⠠⠎⠞⠊⠑⠍⠑	⠠⠎⠞⠊⠑⠍⠑	

varied	...	...	...	...	...	...	...	...	...
variety	...	...	...	...	...	...	...	...	...
various	...	...	...	...	...	...	...	...	...
venture	...	...	...	...	...	...	...	...	...
very	...	...	...	...	...	...	...	...	...
wait	...	...	...	...	...	...	...	...	...
was	...	...	...	...	...	...	...	...	...
we	...	...	...	...	...	...	...	...	...
weather	...	...	...	...	...	...	...	...	...
weight	...	...	...	...	...	...	...	...	...
well	...	...	...	...	...	...	...	...	...
were	...	...	...	...	...	...	...	...	...
what	...	...	...	...	...	...	...	...	...
whatever	...	...	...	...	...	...	...	...	...
when	...	...	...	...	...	...	...	...	...
whenever	...	...	...	...	...	...	...	...	...
where	...	...	...	...	...	...	...	...	...
wherever	...	...	...	...	...	...	...	...	...
whether	...	...	...	...	...	...	...	...	...
which	...	...	...	...	...	...	...	...	...
whichever	...	...	...	...	...	...	...	...	...
while	...	...	...	...	...	...	...	...	...
who	...	...	...	...	...	...	...	...	...
whoever	...	...	...	...	...	...	...	...	...
wholesale	...	...	...	...	...	...	...	...	...
whose	...	...	...	...	...	...	...	...	...
why	...	...	...	...	...	...	...	...	...

width	...	...	...	...	⠠⠠⠠⠠	⠠⠠	
will	...	...	...	...			⠠⠠
willing	...	...	...	...	⠠⠠⠠⠠	⠠⠠	
with	...	...	...	...			⠠⠠
withdraw	...	...	...		⠠⠠		
wonder		...	...	...		⠠⠠	⠠⠠
word	...	...	...	...	⠠⠠⠠⠠	⠠⠠	
work	...	...	...	...			⠠⠠⠠⠠
world	...	...	...	...	⠠⠠⠠⠠	⠠⠠	
would	...	...	...	...			⠠⠠
write	...	...	...	...	⠠⠠		
yesterday		...	...	...		⠠⠠	⠠⠠
yet	...	...	...	...	⠠⠠		
yield	...	...	...	...		⠠⠠	⠠⠠
you	...	...	...	...	⠠⠠		
young	...	...	...	...		⠠⠠	⠠⠠
your	...	...	...	...	⠠⠠		
yourself		...	...	...		⠠⠠	⠠⠠

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(Founded 1868.)

(Incorporated 1902.)

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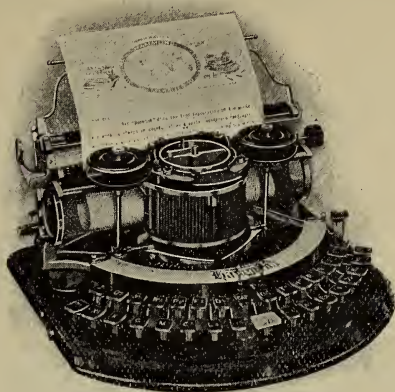
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